

PALESTINE ISD

SMART START PLAN 2020-2021

A GUIDE TO ADDRESS THE CHALLENGES OF COVID-19

TABLE OF CONTENTS

What Families Can Expect When Schools Reopen | Page 4

Instruction | Page 5-11

Staff & Student Health | Page 12-16

Operational Safety | Page 17 - 23

Programs | Page 24 - 28



Please note: The details in this plan are subject to change as directives are provided by governing authorities and/or health officials or as public health conditions change. Check back for updated, accurate information.

A LETTER FROM OUR LEADERSHIP TEAM

Palestine ISD continues to follow guidelines from the Texas Education Agency (TEA) for the start of the 2020-2021 school year. Preparing and leading a school start for 2020-2021 during a COVID-19 pandemic requires Palestine ISD faculty and staff to establish plans to mitigate the spread of COVID-19 and provide the best in-person and remote learning instruction for our Palestine ISD students.

The Palestine ISD School Start Plan 2020-2021 has been developed based on the Texas Education Agency's information as of July 17, 2020, and is subject to change as public health guidelines and further information from the Texas Education Agency is released. As a result, we will modify our plan in response to new updates prior to the first day of school scheduled for Monday, August 10, 2020. We anticipate situations that necessitate Intermittent Closures (i.e. classroom, grade level, campus, district) due to positive COVID-19 cases in schools. Parents, staff, and students should be prepared for this in the event that it occurs, while actively working to implement district prevention and mitigation practices. Our curriculum and instruction team has developed an instructional plan that includes in-person instruction and fully remote instruction for students who choose to learn from home. Each campus also has a COVID-19 Response Team, comprised of the campus administrators and nurse. You may contact them with any questions.

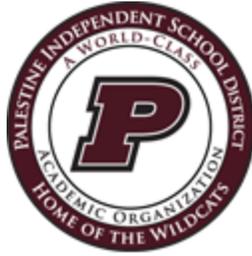
Parents will select In-Person Instruction or Remote Instruction for their child(ren) during the registration period beginning Saturday, July 25, 2020, and ending Saturday, August 1, 2020. Parents may access the In Person/Remote Learning Form at www.palestineschools.org or on the Palestine ISD Facebook page. Parents who do not have online access may come to the Palestine High School Library Media Center to complete the form Monday, July 27, 2020 - Thursday, July 30, 2020, from 7:30am-6:00pm.

If a parent chooses remote (at-home) instruction and later decides to switch his/her child to in-person instruction, the parent may do so but only at the end of a grading period to limit transitions. Any parent wishing to make this change must notify the district two weeks prior to the next grading period.

In addition, Palestine ISD has developed a contingency plan to address the possibility of Intermittent Closure(s) during the 2020-2021 school year. Should a classroom, grade level, campus, or the district experience an Intermittent Closure due to COVID-19, our instructional plan will provide all students and staff the opportunity to pivot from in-person learning to temporary remote instruction. The instructional design of In-Person instruction and Remote instruction along with the ability to pivot between both instructional models in the event of an Intermittent Closure will require all Palestine ISD students to have Internet access and a device for online instruction. Any student who does not have access to the Internet or a device will have those tools checked out to them at the start of school.

Most importantly, Palestine ISD's school start plan 2020-2021 will require all of us to do all we can to mitigate the spread of COVID-19 and be flexible as we provide teaching and learning for our Palestine ISD students. We sincerely want to thank our Palestine ISD leadership and educators who have worked so hard together to develop these guidelines.

WHAT FAMILIES CAN EXPECT WHEN SCHOOLS REOPEN



As we move towards the 2020-2021 school year, we will all need to work together as a Palestine ISD community of staff, students, and parents doing our best to mitigate the spread of COVID-19.

The mission of Palestine Independent School District is to foster relationships that Excite, Engage and Empower our students and community to achieve Excellence. The mission will continue as we facilitate In-Person and Remote Instruction for Palestine ISD students and families.

Like you and your family, our district leadership will continue to monitor and navigate circumstances that change while keeping the well-being of our students, staff, and families of Palestine ISD in mind. As this situation continues to evolve, we will communicate with you to provide concise information based on the most current guidance from our local, state, and federal authorities. On behalf of Palestine ISD educators, we are committed to your child's learning during this challenging time.

INSTRUCTION

In-Person Instruction and Remote Instruction

Palestine ISD schools will open for the first day of instruction on Monday, August 10, 2020, and provide both in-person (on-campus) instruction and remote (at home) instruction. In-person instruction is traditional learning at the campus. Additional safety protocols and social distancing will be implemented as recommended per TEA for at-school learning. Palestine ISD instructional leaders have worked hard to prepare a quality at-home, remote instruction learning experience for students and families who request this option. Remote Instruction is more robust and structured than the At Home Learning packets in the spring of 2020. The primary differences are the level of rigor and quality in remote instruction.

Registration by Parent & Commitment to Remote or On-Campus Instruction Period

Parents will select In-Person Instruction or Remote Instruction for their child(ren) during the registration period beginning Saturday, July 25, 2020, and ending Saturday, August 1, 2020. Parents may access the In-Person/Remote Learning Commitment Form at www.palestineschools.org or the Palestine ISD Facebook page. Parents who do not have online access, may come to the Palestine High School Library Media Center to complete the form Monday, July 27, 2020 - Thursday, July 30, 2020, from 7:30am-6:00pm. If a parent chooses remote (at-home) instruction and later requests that his/her child switch to in-person instruction, the parent may do so only at the end of a grading period to limit transitions. Any parent/student wishing to make this change must notify the district two weeks prior to the next grading period.

Instruction During Intermittent Closures Palestine ISD is developing a contingency plan in anticipation of Intermittent Closures. Intermittent Closures are temporary physical closures of a classroom, grade level, campus, or district. These closures may occur for both students and staff based on public health authority recommendations. Currently, Palestine ISD awaits guidelines and criteria for implementing an Intermittent Closure from TEA and the Department of State Health Services. In such a case, teaching and learning would move to a remote (at-home) learning model for the duration of the temporary closure before reopening for in-person classes. For students attending in-person instruction, remote instruction will be the model during all potential Intermittent Closures.

Remote Instruction The Texas Education Agency has approved two new methods of remote instruction referred to as asynchronous and synchronous learning. **Asynchronous instruction does not require all participants to be virtually present at the same time.** Asynchronous instruction may be provided in a self-paced online course with intermittent teacher instruction, preassigned work with formative assessments posted for students in their Seesaw account (for grades pre-k through 6) or Canvas account (for grades 7-12), watching pre-recorded videos of instruction with the guided support. In the asynchronous instructional model, students will engage in the learning materials on their own time, interacting intermittently with the teacher via the computer or other electronic devices or over the phone. **Synchronous instruction** is a two-way, live

instruction between a teacher(s) and student(s) through electronic devices or over the phone. In the synchronous instructional model, *students logged in at the teacher's attendance time are marked present for that day*. For remote learning, **Palestine ISD will utilize asynchronous instruction**.

All students in grades Pre-K- 8 will receive a student device. If connectivity is needed, hot spots and or 3G devices will also be available. If PHS students are in need of a device or connectivity, they will be provided as needed. Devices will be distributed from Palestine High School the week of August 3 from 7:30 a.m. - 6:00 p.m.

Monday---Southside Elementary

Tuesday---A. M. Story Intermediate

Wednesday---Washington ECC

Thursday---Palestine High School and Palestine Junior High

Friday---- Northside Primary

If you have students on multiple campuses, you may pick up all devices at one time. Parents will enter the front of PHS off the loop. Parents will be provided a pen and first of year paperwork to sign and then directed to park in the front parking lot and complete the forms in your vehicle. After completing the forms, parents will come to the distribution station at the front of the high school to pick up the student's device. Devices are for face to face learners and remote at home learners.

In order to take attendance in the asynchronous model, teachers should check daily for student "engagement". If students are engaged for the day, they would be marked as present. Staff may also determine "engagement" by student progress in the student's Seesaw or Canvas account, the turn in of assignment(s) that day, or progress from teacher/student interactions made that day. Students are expected to be in attendance at least 90% of the time in order to receive credit or be promoted. As a note, TEA has notified all districts that PreK-12th grade students are eligible to earn school funding through the asynchronous model.

School grading guidelines for remote student work will be consistent with those used before COVID-19, and for on campus assignments. Students in both settings will follow the same policies and procedures for grading assignments, including late work. All GPA policies will be in effect.

Palestine ISD will provide students from Pre-K to 6th Grade with iPads, 7th - 8th grade with laptops and 9th - 12th grade with laptops, as requested, for remote learning. Online learning platforms will include Canvas, Seesaw, Dreambox, Istation, Brainpop and digital textbooks.

In-Person and Remote Instruction Highlights

Grade Level	Instructional Option	Highlights and Expectations
PreK-Grade 12	In-Person Instruction	<ul style="list-style-type: none"> • In-person instruction is traditional learning at school. • Requires safety procedures and implementation of social distancing per TEA public health guidance. • Face-to-face applies to PreK-12th grade students who choose to attend school five days a week at a campus. • Teachers will take attendance daily on a designated schedule by course and absences will be documented. Students are required to attend at least 90% of their classes to receive credit and be promoted. • Students will commit to physically attending all classes as outlined in their schedule and actively participating in learning activities. • Grading and GPA policies will be in effect, including policies for late work. • All students are expected to adhere to the Student Code of Conduct and the Acceptable Use Policy. • Students enrolled in this learning model will be expected to participate in district/state assessments to document student learning and growth. • Per the Texas Education Agency, parents must prescreen his/her child(ren) daily before coming to school to ensure they do not send a child to campus if the child has COVID-19 symptoms or is lab-confirmed with COVID-19. (More information under Screening the Health of Students at Home Before Going to School.)
PreK-Grade 12	Remote Learning (Asynchronous Instruction)	<ul style="list-style-type: none"> • Remote Instruction will be a parent choice learning option. • This option may be used as a result of Intermittent Closures due to COVID-19. • Teachers will take attendance daily on a designated schedule by course and absences will be documented. Students are required to attend at least 90% of their classes to receive credit and be promoted. • Grading and GPA policies will be in effect, including policies for late work. • All students are expected to adhere to the Student Code of Conduct and Acceptable Use Policy. • Students enrolled in this learning model will be expected to participate in district/state assessments to document student learning and growth.

Special Programs: Section 504, Dyslexia, Special Education, Bilingual/ESL, and Gifted Talented Instructional Services

All services for Special Programs: Section 504, Dyslexia, Special Education, Bilingual/ESL, and Gifted Talented Instructional Services, will continue during in-person (on-campus) instruction and remote (at home) instruction. All Special Programs staff will receive training in the district's COVID-19 safety protocols as well as virtual methods of service delivery. All remote instruction will be provided through the appropriate district approved online platform, Seesaw (PK-6) and Canvas (7-12). The district will provide iPads or laptops for all students engaging in both in-person (on-campus) or remote (at home) instruction. The district will also provide access to manipulatives, charts/graphs, hands-on materials, and online tools.

Common learning programs utilized during in-person (on-campus) learning and remote (at home) instruction include Unique Learning System, News2you, L3 skills, iStation, Dreambox, myOn, BrainPopELL and other classroom learning programs provided by the district. Parent video training sessions on how to access the specialized programs will occur early in the school year. Should an Intermittent Closure occur prior to the start of school, parent video training sessions will be provided via preferred district platforms, such as Canvas or Seesaw. Parent training with therapists (related services, dyslexia teachers) regarding strategies and techniques will occur early in the school year. Video training sessions will be provided via preferred district platforms, such as Canvas, Seesaw and/or a video conferencing software tool if not possible in person.

Section 504 and Special Education Students will continue to receive access to all general education instruction as determined in the 504 Plan (IAP) or the IEP (ARD). Access to general education classes will be provided through accommodations and modification of the curriculum by the general education teacher, special education teacher and staff. Students requiring social skills instruction will continue to receive specially designed instruction by the special education teacher and staff. Students requiring an alternate curriculum will continue to receive specially designed instruction by the special education teacher and staff. Students requiring therapies or other related services will continue to be served by the appropriate service provider.

- During in-person (on-campus) learning, additional protective wear and protocols may be required for classrooms serving students requiring a high level of adult supervision due to significant communication or comprehension deficits.
- Related and/or other services (speech therapy, occupational therapy, physical therapy, direct psychological services, deaf/hearing impairment services and/or vision services) will be provided during in-person (on-campus) learning. During remote learning, services may be provided via teletherapy.
- Some related and/or other services such as vision, orientation and mobility and adapted physical education may be provided via consultation and not as a direct service.
- Parents are encouraged to transport students to school in personal vehicles in order to practice social distancing guidelines. Specialized bus transportation will be provided as determined by the IEP during on-campus learning.
- Palestine ISD is utilizing ZOOM or Google Meet to conduct ARD/IEP and 504 meetings. The District

will continue to utilize ZOOM or Google Meet as the preferred method for participation in these meetings.

- All students who receive mainstream instruction, will be assessed using the following assessments based upon grade level and program (iStation, STAAR release tests, CBAs, semester exams, standards based tests, TX-KEA, TPRI/Tejas Lee, Circle, TELPAS, LAS, and dyslexia screeners) with their individualized accommodations/modifications being implemented by the teacher administering the assessment.
- Students who receive resource instruction will be assessed utilizing tools such as curriculum based tests, Brigance, iStation, STAAR release tests, CBAs, semester exams, and standards based tests.
- During remote learning, student 504 plans will be reviewed and IAP amendments may be necessary to address the home setting. Also student IEPs will be reviewed and IEP amendments may be necessary to address the home setting.
- Student progress will be addressed by the 504 Committee or the ARD Committee. The 504 Committee or the ARD Committee will be responsible for determining student regression and the need for compensatory services.

Dyslexia Students will continue to receive Dyslexia services provided by trained teachers using the standard protocols from the district program. When participating in remote (at-home) learning, students will receive Dyslexia services through ZOOM or Google Meet. During in-person (on-campus) learning, Dyslexia services will be provided in a face-to-face, small group setting as prescribed by the district program.

- State mandated screeners for Dyslexia will be administered to students in grades K-2 according to guidelines provided.
- Students may be required to be in a face-to-face setting in order to complete the assessment.
- All appropriate strategies and accommodations will be provided whether instruction is remote or in-person, including testing accommodations.
- Progress will be monitored by the Dyslexia teacher, classroom teachers and the appropriate committee.
- Parents will be regularly informed of student progress.

Bilingual/ESL Students will continue to receive Bilingual/ESL services by appropriately trained/certified teachers in both the in-person (on-campus) setting and the remote (at-home) setting. When remote, Bilingual/ESL students will receive instruction through either Seesaw or Canvas, depending on their grade level. During in-person (on-campus) instruction, students will be placed in classrooms according to the district Bilingual/ESL delivery plan.

- As part of the requirements, based upon the Home Language Survey, students will continue to take the LAS to determine program placement.
- Whether remote or in-person, Bilingual/ESL students will be required to participate in TELPAS.
- Students may be required to be in a face-to-face setting for the TELPAS and other standardized assessments.
- All classroom accommodations and strategies will be provided, as determined by the Language Proficiency Assessment Committee (LPAC), including any testing accommodations.
- LPAC meetings, either face-to-face or by ZOOM/Google Meets, will be scheduled in accordance with

TEA requirements and district timelines.

Gifted Talented Gifted Talented students will be provided services by appropriately trained teachers in both the in-person (on-campus) setting and the remote (at-home) setting. GT students will continue to be served in LAUNCH (grades K-5) and Honors Classes (grades 6-12) whether in-person or remote. Talented teachers will use strategies to deliver content that is differentiated through the elements of depth, complexity, and pacing.

- The district will continue to provide testing for identification using the district assessments according to the district timeline.
- Students may be required to be in a face-to-face setting when testing for identification purposes. Gifted

Progress Monitoring will continue for all students:

All students receiving Dyslexia, Bilingual/ESL, and Gifted Talented services will be assessed using the following assessments based upon grade level and program (iStation, STAAR release tests, CBAs, semester exams, standards based tests, TX-KEA, TPRI/Tejas Lee, Circle, TELPAS, LAS, and dyslexia screeners) with their individualized accommodations/modifications being implemented by the teacher administering the assessment. Progress will be monitored by classroom teachers and the appropriate committee. Parents will be regularly informed of student progress.

STAFF & STUDENT HEALTH

Screening the Health of Students at Home Before Going to School

Palestine ISD will follow these guidelines as provided by the Texas Education Agency:

- It is important to remember that schools are required to exclude students with certain illness from school for periods of time according to state rules. Please do not send your child to school if they have a fever (measured temperature of 100.0°F) or higher, diarrhea, or symptoms of a contagious illness.
- Parents must ensure they do not send a child to school if the child has COVID-19 symptoms or is lab-confirmed with COVID-19. Students will receive remote instruction until the specified conditions for re-entry are met.
- Students will receive remote instruction if they had direct exposure with an individual who is lab-confirmed with COVID-19 until the 14-day quarantine period has passed.
- Students or parents are required to report to their school nurse, BEFORE arriving at school, if:
 - they had close contact with an individual who has tested COVID-19 positive, or
 - if they themselves have any symptoms of COVID-19.

Please watch for COVID-19 symptoms. People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Fever measured temperature of 100.0 degrees Fahrenheit or higher when taken by mouth
- Loss of Taste or smell
- Cough
- Difficulty Breathing
- Shortness of breath
- Fatigue
- Headache
- Chills
- Congestion or runny nose
- Sore Throat;
- Shaking or exaggerated shivering
- Significant muscle pain or ache
- Diarrhea
- Nausea or vomiting

IF YOUR CHILD HAS ANY OF THE SYMPTOMS LISTED ABOVE, PLEASE KEEP YOUR CHILD AT HOME AND CONTACT YOUR SCHOOL NURSE FOR EXCLUSION AND READMISSION CRITERIA.

Screening the Health of Staff at Home Before Going to School

Palestine ISD will follow these guidelines as provided by the Texas Education Agency:

- Teachers and staff are required to self-screen daily for COVID-19 symptoms before coming onto campus.
- If teachers and staff experience the following, they are to notify their supervisor and school nurse BEFORE arriving at school, if:
 - they have had close contact with an individual who has tested COVID-19 positive, or
 - if they themselves have any symptoms of COVID-19.

Please watch for COVID-19 symptoms. People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Temperature of 100.0 degrees Fahrenheit or higher when taken by mouth
 - Fever (measured temperature of 100.0 degrees Fahrenheit or higher when taken by mouth)
 - Loss of Taste or smell
 - Cough
 - Difficulty Breathing
 - Shortness of breath
 - Fatigue
 - Headache
 - Chills
 - Congestion or runny nose
 - Sore Throat;
 - Shaking or exaggerated shivering
 - Significant muscle pain or ache
 - Diarrhea
 - Nausea or vomiting

IF A TEACHER OR STAFF MEMBER HAS ANY OF THE SYMPTOMS LISTED ABOVE THEY MUST REMAIN OFF CAMPUS, AND NOTIFY THEIR SUPERVISOR AND THE HUMAN RESOURCES DEPARTMENT FOR EXCLUSION AND READMISSION CRITERIA.

Individual Confirmed or Suspected with COVID-19

In the case of an individual who was diagnosed with COVID-19, such individual may return to school when all three of the following criteria are met:

1. At least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications).
2. The individual has improvement in symptoms (e.g., cough, shortness of breath); and
3. At least 10 days have passed since symptoms first appeared.

In the case of an individual who has symptoms that could be COVID-19 related and who has not been evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to campus until the individual has met the listed three criteria above.

Notification Requirement to Teachers, Staff, and Families of Students in School Campuses must notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers, or staff.

Student Arrival at School, Transition From One Class to Another Class, and Departure From School

- Temperature checks will be conducted on students as they enter the facility.
- When developmentally appropriate, students 10 years and older along with teachers and staff are required to wear a face covering when social distancing is not feasible in compliance with Governor Abbott's Executive Order GA-29.
- Parents should plan to purchase multiple reusable face coverings for his/her child(ren) prior to the start of school. The school district will have a limited supply of face coverings for student use.
- Parents are highly encouraged to drop their child off at school or walk with their child to/from school to reduce possible virus exposure.
- Campus entry, exit, and transition procedures will be communicated by each campus and will take into consideration individual facility design. Depending on the facility design, students may be assigned specific entry locations to ensure even distribution of students. Procedures will be in place for guiding students to enter one at a time, wait six feet apart outside the entrance and encourage parents to remain outside during drop-off and pick-up.
- Any student who exhibits symptoms upon entering the building, will be given a mask and escorted by a campus staff member to the designated quarantine area where there will be further assessment to include re-checking the temperature and symptoms. A parent will be contacted to pick up their child within 30 minutes.

- Assigned staff will assist with taking student temperatures upon arrival; students with elevated temperatures (100.0) will be given a mask and escorted to the nurse's office. The above protocols will be followed.
- Assigned staff will supervise student arrival and dismissal, ensure students are wearing masks, direct students to waiting areas or to immediately leave campus if walking and encourage social distancing (except with family members).
- Assigned staff will monitor students to discourage congregating.
 - Campus staff should consider utilizing virtual meeting options to limit campus visitors. All visitors who enter the building will be required to wear a face covering, and those who proceed beyond the reception area will follow specific guidelines for visitors.
 - All visitors will be screened for temperature, symptoms and close contact
 - Visitors and volunteers will be limited to only those activities essential to school operations. (Ex: delivery of mail, picking up an ill child, or as determined by building administration)
 - Volunteers are not allowed to visit campuses at this time (including mentors, college representatives, guest speakers, etc).
 - If visitors have COVID-19 symptoms, or are lab confirmed with COVID-19, they must remain off campus until they meet the criteria for re-entry.

OPERATIONAL SAFETY

Bus Transportation Services and Bus Safety Protocols

Transportation Staff

- All Transportation Department staff will be trained in COVID-19 safety protocols and subject to health pre-screening as will Palestine ISD employees.
- All Transportation Department staff will be required to wear masks and gloves.

Student Safety

- All students will be required to wear face coverings while on the bus. This requirement is based upon the following factors:
 - Prolonged period of time
 - In an enclosed space
 - Where social distancing (6 feet) is not feasible
- Any student who exhibits symptoms upon entering the bus will be directed to sit in designated seats on the first two rows. Upon arrival at their campus, a staff member will greet the bus, ensure the student has a face mask and escort the child to the designated quarantine area.
- Hand sanitizer dispensers will be provided/mounted near the entry of every bus (TEA guidance).
- Students will be required/encouraged to sanitize hands at the beginning and end of each bus ride.
- Temperature checks will not be conducted as students enter the bus. Temperature checks will be performed as students enter the building/facility.
- Buses will be disinfected by either wiping down or electrostatic spraying with an EPA- approved disinfectant in between both the morning and afternoon services as well as the end of each day. Disinfecting would be focused on high-touch surfaces such as bus seats, steering wheels, knobs, and door handles (TEA guidance).
- As students depart from the bus, they will immediately go to their designated area and maintain social distancing.
- The District's current plan is to continue providing shuttle services for academic, athletic and career and technical education programs.
- Per TEA, school systems should encourage families to drop students off, or walk with their students to school to reduce possible virus exposure on buses.
- Per TEA, when possible school systems should open windows to allow outside air to circulate in the bus.
- Procedures and guidelines are subject to change per TEA Health Guidance.

Parent

- If possible, assist at bus stops with child supervision for social distance and Personal Protective Equipment
- Assigned staff will supervise student arrival and dismissal. Ensure that students are wearing masks (if

applicable) and direct students to waiting areas.

- Staff will ensure social distancing during arrival and dismissal.
- During dismissal, teachers/staff will supervise designated pre-loading areas for students waiting for the bus, waiting on parents, and driving personal vehicles.

Campus / Building Safety Modifications

- Floor markings every six feet, where feasible, will be installed in all primary and secondary corridors of Palestine ISD school facilities as a physical guide for students, visitors and staff to indicate safe distancing.
- Social distancing signs will be installed throughout Palestine ISD school facilities in an effort to remind students, visitors and staff about appropriate safety measures that prove effective in helping reduce the spread of COVID-19. These safety measures were derived from guidance provided by TEA and CDC.
- Additional hand sanitizing dispensers will be installed throughout Palestine ISD facilities.
- Traditional water fountains will be deactivated, where able. Water fountains will either be covered or have a notification of “Out of Service.” Water bottle filling stations will remain operational in schools that are equipped with them as they are “non-contact.”

Daily Safety Precautions

While it is not possible to eliminate all risk to stop the spread of COVID-19, the current science suggests there are many steps schools can take to reduce the risks for students, teachers, staff, and their families significantly, including but not limited to:

- Students and teachers will be encouraged to sanitize and or wash hands (20 seconds) frequently especially after they have touched something another person has touched.
- Each classroom will be provided with a poster for instructional purposes to teach and/or review proper handwashing procedures. Additional preventative information will include covering your cough or sneeze, avoid touching your face and maintaining physical distance when possible.
- Schools are required to comply with the Governor’s Executive Order GA-29 requiring the wearing of masks. Masks include non-medical grade disposable face masks, cloth face-coverings such as bandanas or scarves (over the nose and mouth), or full face shields to protect eyes, nose and mouth. Students 10 years of age and older will be required to wear a face covering wherever it is not feasible to maintain six feet of social distancing from another person not in the same household. Students 9 years of age and younger are permitted to wear a face covering or face shield at the discretion of their parent/ guardian. However, teachers will be encouraged to provide 5-10 minutes of mask-free time throughout the day. Students and staff will be educated on how to safely choose, wear, care for, clean and/or discard and

store their masks.

- Schools will create procedures to limit the sharing of supplies between students.

Encouraging Other Important Safety Expectations

Schools are required to comply with the Governor's Executive Order GA-29 requiring the wearing of masks. Masks include non-medical grade disposable face masks, cloth face-coverings (over the nose and mouth), or full face shields to protect eyes, nose and mouth.

At the beginning of each grading period, schools will be required to show an instructional video regarding safety measures to all students in the face to face classroom.

Cleaning & Disinfecting

New Procedures & Best Practices

Palestine ISD, in collaboration with McLemore, has established procedures in accordance with industry "best practices" necessary to provide the high level of cleanliness expected for Palestine ISD facilities. As recommended in the TEA publication, SY 20-21 Public Health Planning Guide, the District's cleaning program conforms to the Guidance for Cleaning and Disinfecting - Public Spaces, Workplaces, Businesses, Schools and Homes as provided by the Centers for Disease Control and Prevention (CDC).

Staff Training

- All McLemore staff will be trained in COVID-19 safety protocols and subject to health prescreening like all Palestine ISD employees.
- All McLemore staff will be required to wear masks and gloves.
- The district's custodial program also includes a comprehensive employee training plan that incorporates the proper use of EPA-approved disinfecting products and the implementation of procedures required to meet both the District's routine cleaning specifications as well as CDC's recommended guidance on cleaning and disinfecting.

Routine Cleaning & Disinfecting

Cleaning and disinfecting will occur nightly in every classroom, common areas and on high-touch surfaces, including but not limited to:

- All touchable surfaces to be wiped down with a towel and an EPA-approved disinfectant.
- All occupied spaces shall be further disinfected utilizing an electrostatic disinfectant spray application to address all surfaces both horizontal and vertical and all material types that are not easily disinfected by wiping down with a towel.

- All cleaning products utilized in the district have been reviewed and approved as safe for our students, employees, and environment.
- Examples of horizontal touchable surfaces and other vertical materials include, but are not limited to, tables, doorknobs, light switches, countertops, handles, desks, chairs, phones, keyboards, touch screens, interactive white boards, chalk trays, faucets, toilets, and sinks.

Deep Cleaning

Should it be required, the district’s custodial program also includes best practices for “deep cleaning” and the disinfecting of horizontal surfaces and other vertical surfaces in spaces such as classrooms, cafeterias, libraries, corridors, restrooms, athletic areas, administrative areas, flooring and furnishings.

The School Nurse’s Office and Campus Administrative Office

- Palestine ISD nurses and substitute nurses will be trained in COVID-19 safety protocols.
- Nurses’ offices will be provided personal protective equipment to safely care for students.
- Attendance clerks will be trained to ask questions to screen students/staff who are absent due to COVID-19 symptoms.
- Students who come to the school health clinic showing symptoms will be required to put on a face covering/mask and will be isolated from their peers until their parent arrives to take them home.
- In the event that a student or staff member tests positive for COVID-19, the campus COVID Response team will follow procedures to track individual points of contact. This tracking will include but not be limited to; transportation to and from school, classroom assignments and schedules and areas the child visited throughout the campus.
- The school nurse’s office and the campus administrative office will be cleaned and disinfected regularly.
- Procedures will be in place to prevent exposure in the school health clinic for students who need to visit the campus nurse for non-illness care such as an injury or a scheduled medication.

What To Expect While On Campus and In The Classroom

The Texas Education Agency requires all public schools to provide instruction for students face-to-face in person five days a week. In order to facilitate a safe, effective back-to-school transition process, during a period up to the first four weeks of school, which can be extended by an additional four weeks by vote of the school board, school systems may temporarily limit access to on-campus instruction. While it is not possible to eliminate all risk of furthering the spread of COVID-19, there are many steps schools may take to reduce the risks to students, teachers, staff, and their families. Campuses will implement some or all of the following strategies to help limit the spread of the virus.

- Modified drop-off and pick-up areas and procedures to reduce large group gatherings in close proximity and even distribution of students.
- Limit visitors and volunteers on campus. Limited visitors and volunteers must answer COVID-19 screening questions to determine if the visitors have any COVID-19 symptoms or have been in close contact with an individual who is confirmed COVID-19.
- Keep students in small group settings.
- Space desks further apart.
- Modify lunch procedures such as eating lunch at the student's desk or social distancing seating in cafeterias.
- Limit and stagger lunch times, recess, and other transition times.
- Large gatherings such as assemblies, pep rallies, field trips (consider virtual field trips), and/or dances are currently not approved.
- Students who appear ill or unwell will be sent to see the school nurse who will assess the student for illness and contact the parent to pick up their child. Students with symptoms of illness will be isolated from their peers until the parent arrives to pick them up. Parents should pick up their child within 30 minutes of being contacted.

Child Nutrition and Lunch Time Safety

Meal Offerings

- It is anticipated that meal options will still be provided but limited depending on grade level.
- To minimize frequent touchpoints, “grab-and-go” style meals will be the predominant serving method.

Students

- Students will enter serving lines with social distancing measures in place. Measures would include, social distancing signs, floor markings, and additional plastic barriers installed at the serving lines.
- Once receiving their meal, students will then be directed to the school-designated eating area[s] within the campus to ensure social distancing guidelines are maintained. The school-designated eating areas would be campus specific based on a number of factors, including but not limited to, availability of rooms, supervision, and number of students.

Child Nutrition Staff

- All Child Nutrition Department staff will be trained in COVID-19 safety protocols and subject to health prescreening like all PISD employees.
- All Child Nutrition Department staff will be required to wear masks and gloves.
- Additional plastic barriers will be installed near cashier stations to minimize close physical proximity to students.

Meal Service for Remote (At-Home) Learners

Similar to our Summer Feeding program, the United States Department of Agriculture (USDA) has provided a waiver for non-congregate meal service, meaning remote learners will now have access to grab-n-go meals to be consumed off-campus during the 2020-2021 school year. In addition, USDA has provided a waiver to allow parents of enrolled students to pick up grab-n-go meals for remote learners that are enrolled in the 2020-2021 school year. These waivers are in effect through June 30, 2021. The Palestine ISD Child Nutrition staff is currently developing meal service procedures for remote learners. Communication with more information will be sent to parents.

Meal Service for Intermittent Closures

If a school campus or the entire district experiences an Intermittent Closure, it is expected that the meal service for remote learners will be implemented for all enrolled in-person students during the Intermittent Closure. Remote learner serving times could be adjusted to better serve the community upon an Intermittent Closure.

PROGRAMS

Supporting Our Students' Social-Emotional Well-Being

The impact of a global COVID-19 pandemic can have a social and emotional impact on our students. Palestine ISD staff are committed to supporting the social-emotional well-being of each student as it relates to relationship building, transitioning back to school, in-person instruction, and remote instruction. Palestine ISD staff will participate in professional learning that prepares us all to support one another during our reopening of schools and during remote learning. Counselors, nurses, and student services staff may be contacted via the PISD webpage, www.palestineschools.org, to receive guidance in areas that address:

- Academic and career advising
- Counseling and supportive guidance
- Solutions-focused problem-solving interventions
- Information, referral and connection to community resources
- Best practice-based academic or social, emotional, behavioral or mental and behavioral health skill-building lessons or targeted groups
- Consultation with educators
- Counseling services may also be provided under a student's individualized education program (IEP) through counseling as a related service

Managing Courses and Activities That Require Students to Congregate Will Be Limited

Ensuring the health and safety of our students and staff will impact some courses and activities. Some courses may modify procedures to reduce the risk of virus spreading. Courses and or activities that may require modifications to procedures may include band, choir, theater, dance, PE, and other UIL activities. Each campus will partner with each family to ensure student accommodations and or alternative options for course participation if any. Large gatherings such as assemblies, pep rallies, field trips (consider virtual field trips), and/or dances are currently not approved.

Extracurricular Activities

Athletics

- Athletic practices and contests will be conducted following all safety protocols provided by guidance from UIL and Palestine ISD. This will include COVID-19 screening, sharing and sanitizing of equipment, locker room usage, laundry, etc.
- Hand sanitizing stations will be in athletic areas and hand washing will be emphasized before, during, and after activities. Equipment will be sanitized on a regular basis.
- Cleaning and sanitation of all athletic facilities will occur routinely.
- Locker room use will be determined by UIL. If locker rooms can be accessed, all locker room space will be utilized according to the guidelines.
- Bus travel to competitions will follow transportation guidelines provided by the TEA, UIL and Palestine ISD.
- Fan attendance and crowd sizes at games and contests will be in accordance with UIL guidelines and could be limited.
- All students who participate in athletics will be required to meet UIL requirements, be enrolled and attend the athletic class and after school practices in person. All students must attend classes in-person/on campus to be eligible for extracurricular activities.

Fine Arts, Band, Cheer, Choir, Dance, Drill Team, Music, Theater

- All students who participate in Fine Arts, Band, Cheer, Choir, Dance, Drill Team, Music, and Theater must attend classes in-person (on-campus). Palestine ISD values all students who are enrolled in fine arts courses and will continue to monitor and follow guidance from UIL and TEA with regard to students' participation in fine arts and extracurricular activities.
- Practices, sectionals, and rehearsals, will be conducted following safety protocols provided by guidance from Palestine ISD, UIL, and TEA (COVID-19 screening, group sizes, sharing and sanitizing of equipment, locker room usage, etc.).
- Concerts/performances will be adjusted based on health and safety guidelines provided by Palestine ISD, UIL, and TEA including, but not limited to, transportation procedures, number of attendees, and the orientation of concerts/performances.
- Bus travel to competitions or games will follow transportation guidelines provided by Palestine ISD, UIL and TEA.
- Fine Arts Independent Contractors, (private lesson teachers, choreographers, etc.) will be allowed to teach on campus facilities and will follow the same protocols as teachers. Independent Contractors can conduct their sessions remotely if agreed upon between individual families and the Independent Contractor. All district guidelines and pricing will continue to be adhered to.

Technology Help

Technology Devices

Palestine ISD recognizes the need to ensure all students have reliable access to adequate technology resources on and off campus in order to fully participate in academic programming. Palestine ISD will ensure every student has access to a device and provide WiFi hotspots as needed. Students and families will be expected to follow applicable guidelines for care and use in order to ensure these public resources are effectively utilized and maintained.

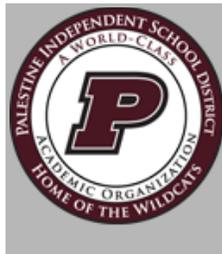
Troubleshooting

Our technology team will provide help with Canvas, Seesaw, Laptops, hotspots, instructional resources or any classroom questions about technology. Available on the district website are parent/student resource pages with instructional resources, login information, etc.

Parents or students may email remoteteaching@palestineschools.org any time or call 903-731-8005 ext 2020 between the hours of 7:30 am and 4:30 pm, Monday through Friday. Onsite technology support is available at the Palestine High School Library Media Center from 7:30-4:30 Monday through Friday.

Facility Rentals & After-School Events

Due to COVID-19 and the impact on facility management, Palestine ISD will be limiting fall rental of school facilities primarily to outdoor fields and in compliance with the governor's executive orders for similar activities.



PALESTINE ISD TACE PROGRAM



Texas afterschool Centers on Education (TACE) provides great resources to maintain afterschool programs to eligible students on five PISD campuses. Campuses include; Palestine High School, Palestine Junior High, A.M. Story Intermediate, Southside Elementary and Northside Primary. Eligible students may attend TACE activities before and after school on Monday-Friday. All TACE staff will be trained in the COVID-19 safety procedures. TEA recommends that after school providers operate in conjunction with the campuses they serve following the guidance they set forth. Any operation of facilities should be done consistently with the Texas Governor's Executive Orders for similar activities. One of the updates for this school year will include parents staying in their vehicles upon arrival to pick up their student. We will have a system in which a TACE staff member escorts each child to their car or bus for dismissal.

TACE will continue to engage children before and after school by providing safe and fun activities.

Communications Department

Palestine ISD will continue to inform our families and community regularly regarding ongoing planning for School Start 2020-2021. The district and campuses will continue to communicate official information using Remind 101, district website, school messenger, local newspaper/ radio and social media.